Pelagic Observer Program (POP) Field Instructions

I. BACKGROUND

The Atlantic pelagic longline fleet is managed under the Atlantic Highly Migratory Species Fishery Management Plan (HMS-FMP) and under the authority of the Magnuson Fishery Conservation and Management Act (Magnuson Act). The HMS-FPM was prepared by the National Marine Fisheries Service (NMFS) with jurisdiction over the U.S. coastal waters of the Northeast Atlantic, the Gulf of Mexico, and the Caribbean Sea out to the Exclusive Economic Zone (EEZ).

The Fishery Conservation Amendments of 1990 (FCA), Public Law 101-627, transferred management authority over the Atlantic swordfish fishery to the Secretary of Commerce (Secretary). The Secretary issued emergency regulations on June 12,1991, that were consistent with November 1990 recommendation of International Commission for the Conservation of Atlantic Tunas (ICCAT) and were made effective through December 9,1991.

These regulations were published as a proposed rule on October 23,1991 (56 FR 54819). Public hearings were held on the proposed rule, and written comments were accepted during a 45-day public comment period ending December 2,1991.

Modifications over the years were made to the various Fishery Management Plans regulating Atlantic swordfish, sharks, billfish, and tunas which finally culminated into the comprehensive HMS-FMP published in May 28, 1999 with those regulations becoming effective on July 1, 1999. Specific rules are summarized below:

- 1) redefine the swordfish management unit to include the entire North Atlantic Ocean North of 5 degrees North 1 atitude and portions of the South Atlantic;
- 2) continue the minimum size limit for swordfish of greater than or equal to 29 inches (73 cm), carcass length (cleithrum to keel (CK)), or 33 pounds(15 kg) dressed weight;
- 3) establish an annual total allowable catch by gear and species;
- 4) specify bycatch limits that apply after a quota closure for purse seine, harpoon, longline, and gillnet;
- 5) require vessel operators to carry NMFS-approved observers on permitted vessels upon the request of NMFS;

- 6) specify minimum size limits for billfish species for the recreational fishery and prohibit the landing of billfish by commercial gear;
- 7) establish the categories of small coastal, large coastal, and pelagic species with landing prohibitions on selected shark species;
- 8) establish area closures for bluefin tuna, swordfish, and billfish;
- 9) make other changes to facilitate the management of the Atlantic pelagic species.

Hence, the creation of the Pelagic Observer Program (POP). This program will be directed by the SE Fisheries Science Center, and will place contract observers aboard U.S. longline vessels who currently hold swordfish permits. A computer generated list of boats by quarter and area will provide 8% coverage (in fishing sets).

These boats will be notified as to their selection in writing and are required to respond initially in writing with requested information and then to contact the coordinator by phone or fax 2-3 working days prior to all departures during the selection period or until a trip is observed.

II. OBJECTIVES

- A. Provide trained observer personnel to meet 8% coverage of U.S. Commercial longline fleet (in fishing sets).
- B. Obtain target and bycatch numbers on pelagic species caught on longline gear.
- C. Record length measurements and sex on all pelagic species brought on board.(swordfish, tunas, billfish, sharks and other finfish)
- D. Record detailed gear characteristics of commercial longline vessels.

III. OBSERVER DUTIES

The observer's primary responsibility is to identify and record all animals caught during longline operations. Take required measurements and samples, specified by species. And obtain dressed weights on all tagged swordfish and tuna landed.

Work will begin when the haul begins and work terminates when work-up of animals is completed and gear is stowed(generally 8-12 hrs a day). Between haul-backs the observer should rest, eat or sleep.

Due to liability and safety considerations <u>observers will not</u> <u>participate as deck hands during the fishing operations or stand</u> <u>regular watches.</u> Observers are encouraged to assist in daily cleanup duties and lend a hand once fishing operations are secured.

Observers <u>will</u> abide by normal living routines aboard the vessel and adopt the standard habits of the captain and crew as regards use of living space, preparation and consumption of meals, storage of personal gear, personal hygiene and chores.

Other duties include, record tagging information, assist captain with completing Pelagic Logbook - Set Forms and obtaining a copy of the weigh out sheet from the dealer or captain.

NOTE: WHEN POSSIBLE OBTAIN INDIVIDUAL WEIGHTS OF SHARKS, FINFISH OR SMALL TUNAS OR INDICATE THE TOTAL NUMBER OF FISH WEIGHED TOGETHER ON THE WEIGH OUT SHEET.

Observers are provided with the current fisheries regulations (see Tab#2 REGULATIONS) and any updated materials received by the POP, regarding changes in regulations, closures, or notice to fishers.(see Tab#8, MISC) However, <u>interpretation of these</u> materials will be left to the captain or crew.

Observers <u>will</u> provide access to data collected when requested by any NMFS, Coast Guard or state official. In the event data is provided to an official. The observer will contact the POP coordinator and document all materials turned over to the officer.

NOTE: ATTEMPT TO PROVIDE COPIES OF DATA RATHER THAN ORIGINALS.

An additional day <u>will</u> be taken once landing and weigh out is finished to review data forms for completeness, make copies of all data and then arrange for shipping of data and samples.

If logistics allow, observers may come through Miami to debrief with program staff. Otherwise data <u>will</u> be sent FEDEX **Priority** Overnight to the Miami lab.

Once the data is received, POP personnel <u>will</u> contact the observer by phone to arrange a time for a debriefing. During debriefing, observers are provided feedback on their data collection, data questions are resolved, information is shared and field supplies are replenished.

NOTE: YOUR TRIP IS NOT OVER UNTIL YOU COMPLETE A DEBRIEFING WITH THE POP STAFF.

IV SAFETY

Observers <u>will</u> carry the following issued safety equipment during each deployment. Immersion suit with attached signals (strobe, whistle, signal mirror and MiniB2 EPIRB).

In addition observers are provided with an individual first aid kit, paraffin wax for zipper maintenance, and a Personal Marker Light(PML) to attach to their rain jacket or a Personal Floatation Device(PFD).

Observers <u>will</u> complete a Pre-Trip Safety Check form (figure 1) with the owner/operator or designated crew member and fax it to Miami prior to the vessel's departing the dock.

IT IS THE POLICY OF THIS PROGRAM THAT THE OBSERVER HAS THE RIGHT TO REFUSE ANY TRIP FOR DOCUMENTED SAFETY OR HEALTH CONCERNS.

Documentation may include a Pre-Trip Safety Check, photographs and/or a written statement by the observer.

Observers <u>will</u> obey safe working practices aboard the vessel and avoid actions that would expose themselves or the vessel crew to undue risk.

In an emergency situation at sea, the authority/responsibility remains with the captain. He should contact the Coast Guard and they will determine the course of action. However, in any shipboard emergency, the observer will contact the POP coordinator to report that you have an emergency and update your status.(see COMMUNICATION for more details).

In order to increase program risk awareness and provide better training to all observers we are asking observers to report all injuries as well as close calls, to the POP during debriefing. This information will not be vessel based, rather summarized by hazard type and/or injury type. If medical treatment is required observers must also report to his/her employer. This may be documented best in a field diary entry. date, time and details on type of injury, contributing factors and treatment (e.g. slipped on back deck, hydraulic leak, bruised knee, applied ice day 1, no further treatment required).

V. COMMUNICATIONS (see TAB# 1 COMMUNICATION for more details)

Once an observers is deployed he/she $\underline{\text{will}}$ update Miami once each day by land line (1800-858-0624) until the boat leaves the dock.

At sea, observers <u>will</u> make contact with the Miami Lab once a week, by one of the following methods, to report their work status and ships' position.

NOTE: The observer should work out a schedule for communication with the captain to minimize undue interference with normal operations aboard the vessel

- A. Single Side Band Radio (Primary method)
 Follow protocols for radio use, described in the
 COMMUNICATIONS of your Field Manual.
- B. Satellite Phone (Secondary method)
 If, after 2 failed radio attempts, no communication has been established, observers should contact the observer office by SAT phone (305/361-4563). Follow protocols for sat phone use, described in the COMMUNICATIONS of your Field Manual.

Upon landing, observers <u>will</u> contact the Miami Lab by land line, discuss post trip details and determine if an observer should remain on site for a debriefing.

Observers are provided with contact names and numbers to assist with personal travel or shipping needs.

SEFSC SWITCHBOARD (305)361-5761 COORDINATOR HOME (305)253-1396 POP FAX# (305)361-4562 POP LAND LINE 1-800-858-0624 POP AT SEA (305)361-4563 FEDEX ACCT 15078030-6

VI. PROCEDURES

A. DATA FORMS

1) Longline Gear Log (figure 2)

A detailed description of the gear being used.(see Tab#4 Gear Log Instructions and Distance Calculation Instructions for more details)

NOTE: CHANGES FROM HAUL TO HAUL (E.G. % LIGHT STICK COLORS USED OR DROPLINE LENGTHS) SHOULD BE RECORDED IN THE COMMENTS SECTION OF THE LONGLINE HAUL LOG. AT THE END OF TRIP USE HAUL LOGS TO DETERMINE IF MULTIPLE GEAR LOGS ARE NEEDED AND USE THE DISTANCE CALCULATION TABLE TO COMPUTE AVERAGES.

2) Longline Haul Log (figure 3)

Information relating to the gear deployment/set and retrieval/haul are recorded.(see Tab#4 Haul Log Instructions for more details)

3) Individual Animal Log (figure 4)

Information on each fish that is observed as caught on the longline. Information includes: fish identification to species, alive/dead on hook, kept or released, sex, length measurements, tag/release information, dressed weights and biological sampling. (see Tab#5 Animal Log Instructions for more details)

A Comment field for individual animals was added in 2004 and may include details on % damage to dressed carcass, damage type (shark, mammal, squid or other) or details on how an animal was hooked or entangled.

NOTE: ALL INCIDENTAL TAKE (TURTLES, MAMMALS AND SEA BIRDS) ARE RECORDED ON BOTH THE ANIMAL LOG AND ONE ADDITIONAL FORM DESCRIBED BELOW.

4) Incidental Take Log (figure 5)

This form is **only** completed when a marine mammal or sea bird is hooked or entangled in the longline gear. (see Tab#7 Incidental Take Instructions for more details)

*NOTE: PHOTOS ARE A PRIORITY FOR ALL INCIDENTAL TAKE TO CONFIRM SPECIES IDENTIFICATION AND GEAR INVOLVEMENT.

5) Sea Turtle Life History Form (figures 6 and7)

This form is completed for each turtle involved in the gear. Complete as much information as possible given the equipment you have available and whether the captain brings the animal on board. If the animal appears to be comatose, a request should be made to bring it aboard, but the decision remains with the captain. Refer to SEFSC Sea Turtle Observer Manual (TAB#7) for protocols, and apply them to your specific situation.

All observers <u>will</u> receive turtle training and carry required permits in the field. At a minimum, turtles are to be photographed to verify identification and gear involvement (e.g. how hooked and/or how entangled).

6) Catch Summary (optional)

The Pelagic Logbook Set Form is not an observer program data form. However it is mandatory for the owner/operator to submit them in compliance with permit requirements. Please assist the skipper in completing this form as accurately as possible. Use the Catch Summary sheets we provide to total daily catch numbers. Record summarized catch(both kept and discards)in your field diary and give original catch summary sheets to the captain.

B. Field Identification

Reference materials are provided to the observer to assist in making accurate identifications of pelagic species:

Guide to Sharks, Tunas & Billfishes of the U.S. Atlantic & Gulf of Mexico.

Marine Mammal & Turtles of the U.S. Atlantic & Gulf of Mexico Peterson Atlantic Coast Fishes

Fish Identification Supplemental Guide

Photographs <u>will</u> be taken; to help POP staff identify an unknown animal; to document a rare fish; to verify species identification and document gear involvement of all incidental take (turtles, mammals, sea birds).

If a fish is dead and manageable, an observer should request that it be brought on board to get an actual measurement, biological sample or a better photo opportunity. If species identity is in question, record the known group name (e.g. BIL) on the Individual Animal Log, take enough photos(at least 2)showing prominent features and collect parts (e.g. skin patch, DNA sample) or collect the whole fish.

Document all photos by using a Photo Log.(see Tab#8 for the form) Photos taken to document a specific fish also need to have the roll number-total number photos taken(r-n)recorded on the Individual Animal Log. Photos of the boat, gear and fishing operations can be useful. However these photos will not be taken without with the captains permission and are only be used during training or briefing sessions.

C. Length Measurements

Refer to the Individual Animal Log Instructions and Appendix 1 for measurement instructions. (see Tab#5 for details)

Unless working on deck is unsafe, observers <u>will</u> record the required measurements for all species brought aboard(priority swordfish, tunas, turtles, billfish, sharks and finfish).

NOTE: DO NOT HANDLE LIVE SHARKS AND RAYS

The observer <u>will</u> record an estimated length for all released or discarded animals, to the nearest foot and convert to cm on the data form.

D. Biological Sampling

All new POP observers are required to collect gonadal material until sex identification of swordfish, tunas and billfish is verified. Additional sampling may include anal spines to maintain our swordfish age/growth study or other special sampling requests.

Sampling <u>will</u> not be done unless proper equipment, training, protocols and permits have been provided. whole specimens may be requested to be brought back to the dock but should only be shipped with the coordinators' authorization.

NOTE: REVIEW POP BIOLOGICAL SAMPLING REQUIREMENTS EACH QUARTER FOR CURRENT SAMPLING PROTOCOLS.

A sample label <u>will</u> be included with all biological samples collected. Use sharpie pens provided to fill out the labels as pencil or ink will fade or smear.

Whole fish specimens or fish parts should be placed in multiple plastic bags, provided by POP and stored on ice or kept frozen. If multiple parts are collected for a single specimen, each part should be placed into a separate plastic bag and labeled with the trip#, date, species abbreviation(SWO), tissue type(gonad), and a carcass tag or unique sample number(SWO01) for each fish sampled. Then combine the smaller bags, and triple bag in larger plastic bags. The carcass tag number or unique sample number is also recorded on the Individual Animal Log, so that a length measurement, sex and a dressed weight can be recovered for each sample.

For a tag recapture animal, special biological sampling is required (see Tab#6 APPENDIX 2, figures 1-4). Tag information is also recorded on the Individual Animal Log. All tag recapture fish are important. However, never sacrifice a live fish to recover a tag.

E. FIELD DIARY

The field diary should be used to document events or actions that occur during a single deployment and backup data information. (See Tab#1 Field Diary Guidelines for more details)

Your field diary is an important data element. Include a copy of the field diary for each trip submitted. The Field diary spiral notebook can be used for multiple trips, however to ensure individual vessel confidentiality, observers will remove pages from a completed trip prior to another deployment.

VII Shipping Procedures

All data and/or samples <u>will</u> be shipped **FEDEX Priority Overnight** (**box 4a**), on the air bill. If you land on a weekend or holiday you may have to purchase a cooler and ice to keep samples cool until you can ship. You can arrange for pickup service (1-800-238-5355) or take to the nearest FEDEX office.

All biological samples should be kept on ice or frozen until they can be shipped by FEDEX.

NOTE: NEVER SHIP DATA, PRESERVED SAMPLES (e.g biopsy) OR CAMERAS WITH BIOLOGICAL SAMPLES.

Pre-addressed FEDEX labels are provided by POP. Packaging is the responsibility of the observer and might require some creativity.

The major concern is to minimize smell and leakage throughout transport. Use coated boxes with insulated liners when possible. Triple bag samples with plastic bags and fill any air spaces with insulation (newspaper is good). If you use a Styrofoam container or FEDEX Specimen Paks, you need to put these inside a cardboard box and label to be accepted by FEDEX.

NOTE: ALWAYS RECORD THE TRACKING NUMBER PRIOR TO SHIPPING.

Shipping Address: ATTN: Dennis Lee

Southeast Fisheries Science Center

75 Virginia Beach Dr.

Miami FL. 33149

VIII EQUIPMENT CHECKLIST

The observer will be provided with all field equipment necessary to meet the needs of the project. An equipment checklist will be signed by the observer upon checkout and then by the coordinator upon check in.

The following personal items are suggested:

Sun glasses Sun screen

Hat

Personal toiletries including a towel

Deck shoes (closed toed)

Candy, books, walkman etc.

Sea sickness medicine

Bedding (sleeping bag or sheet & blanket)
Clothing appropriate for weather conditions

Smooth seas and good fishing!

Pre-Trip Safety Check

Trip number	Vessel number
Life Saving Equipment (circle Y f	or yes or N for no)
Safety Examination Decal? Y / N	Decal Number:
EPIRB present? Y / N	battery expiration: /
Distress flares present? Y / N Orange ring buoy with line attache	
Inflatable Life Raft* Y / N Cap	pacity for all POB? Y / N
Personal Floatation Device for each	ch POB* Y / N
Immersion suit for each POB? (requi	red above 32'00 N latitude) Y / N
Fire Fighting Equipment	
Fire Extinguishers charged? Y / 1	Я
Location 1	
Location 2	
Location 3	
Please provide signatures to verify the information above is accurate. Observer:	Date:/
Owner/Operator:	
	Date:/
Minimum R for	equirements
Commercial Fish:	ing Vessels (Offshore 20+ miles)
All vessels fishing 20+ miles off board(POB).	shore with fewer than 16 persons on
1. Orange ring buoy with 60'	line
2. Personal floatation Devic	e(PFD) for each POB
3. Inflatable life raft* (co SOLAS B 20-50 miles cold miles)	astal pack 20-50 miles warm water, water and SOLAS A for anywhere 50+
4. 3 parachute flares6 hand flares3 smoke flares	
5. EPIRB(406 MHZ category I,	free floating and auto activating)
6. 3 TYPE B-1 Fire extinguis	hers (mounted)
7. At least one person certi	fied in First Aid and CPR

Figure 1 Pre Trip safety Checklist

*Type required dependent on distance offshore and water temperature

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Pink	03		Bs	Polyball					Pink .	03
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Blue	06	Cotton	2	Other				1	Blue	06
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	08	Other	9	MUC HOOF	49 DE I WEEN				Other	09
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Green	05	Nyfon	1	*	2ft					
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Figure 2 Gear Log

		LINEOBSERV		LAM .			BLINE HA	UL LO	og -			SOUTHEAST FISHERIES SCIENCE CENTE				
OB	S/TRIP ID	VESSEL NAM	Œ			VESSEL NO	MBER		DATE LAN	DED	mentalyyyy	HAUL #	GEAR CODE			
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YE	s 1	YES 1	YES 1_				KN		0	- 1	FT		1	1		
MAIN	LINELENGT	н	SET SPE	SET SPEED BOTTOMDE		THRANGE HOOKDEPTH		EPTH	RANGE		TOTAL ADD. WI	IGHT	TARGET SP	ECIES ABBR.	SOAK	
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	face Lights	0_			_		10001	-		-1	#2					
	lo Beacons	0_					TENDED			_						
	ar Reflector			. '						- 1	#3					
Add	tional Line V	Vts. 0_		. 1			REBAITE	ED _		-1						
SET/	HAUL	DATE	-r	TIME				PO	SITION I	NFO	RMATION			TEMP	DURATION	
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Figure 3 Haul Log

SOUTHEAST FISHERIES SCIENCE CENTER INDIVIDUAL ANIMAL LOG

Obs/Trip Identifier			Vessel	Name	Vessel N	Vessel Number			Date of Haul			Hauf Number			Page of		
CARCASS TAG NUMBER OR	SPE	CHES	Photo Taken (R-n)	Taken Unknown (8)	ACTION Unknown (8) Eapt (1) Released fined (2)	·		MEASUREMENTS (cm)		Actual Dressed Weight	SEX U(0) M(1) F(2)	545	MATION	TAG CODE TR (D)	Est Rose Weig (Lb)		
SPECIMEN NUMBER	(Abbe)			Damage (3)	Released alive (3) Finned (4) Lost (5) Tended (4)	81	62	B Code		(Lhe)	F (I)	OR COMMENT(s)		TT (2) RC (3)	12.00		
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Figure 4 Animal Log

Obs/Tri	p Identifier	Vess	el Name		Vess	el Number	Date Landed mm/44/yyyy Pageof
Haul Number	Species Na	me	Cond. Code	Est. Length (cm)		Number gangions to next float	COMMENTS
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	:					-	

Figure 5 Incidental Take Log

SEA TURTLE LIFE HISTORY FORM CAPTURE INFORMATION TRIP	BIOLOGICAL INFORMATION DIMENSIONS (cm) Curved (measuring tape) Standard Measurements Carapace Length Carapace Width BIOLOGICAL INFORMATION Straight Line (calipers)
SET/HAUL/TOW SPECIMEN NUMBER BY TRIP GEAR TYPE: Longline GHI Net Trawl (note traw) time in comments) GEAR DEPTH: Surface Midwater Bottom Other TIME (24 hr) WATER TEMP (°F) LATITUDE deg ninh N / S LONGITUDE deg ninh N / S LONGITUDE deg ninh E / W Did turtle slide out/escape from gear? Y / N Was turtle brought on board? Y / N DENTIFICATION (see back) SPECIES: Leatherback Loggerhead Kemp's ridiey Green Hawkshill Olive ridley	TAGS (identify address on each tag in the comments section) Flipper Tag Metal (1) Position (Flipper) Number or Plastic (2) LF, RF, LR, RR Already Present (1) or Applied by Observer (2) Removed? Y / N Y / N Y / N PIT Tag Living Tag (describe) Other Tags (describe) Other Tags (describe) BIOPSY SAMPLES TAKEN? Y / N (itemize below) / Unanccessful
CONDITION OF TURTLE Previously dead	RELEASE INFORMATION LATITUDE deg min N / S LONGITUDE deg min E / W TIME (24 hr)
HOOK TYPE "I" Circle other (describe) HOOK SIZE //0 BAIT Squid Mackerel Other (describe) Caught on hook time? Y/N If yes, fill in time elapsed. Was light stick on hook? Y/N/U If yes (circle) White, Pink, Blue, Green, Black, Red, Yellow, Purple, Other, Unknown If No, number of gangions to next light stick	FINAL DISPOSITION Discarded Marked Carcass Discarded Unmarked Carcass Salvaged Carcass Released Alive Taken to Holding Facility Unknown (explain) ADDITIONAL COMMENTS (list all biological samples collected; describe or sketch any anomalies);
Light Stick Color (circle)? White, Pink, Blue, Green, Black, Red, Yellow, Purple, Other, Unknown Number of gangions to next float HOOK LOCATION (circle specific location; check box if specifics are not known; annotate drawing on reverse to indicate location as needed): Not Gooked Not Green Hooked Hooked, but location totally Unknown	The state of the s
Internal: Unknown, internal Swallowed (Esophagus) Beak/Mouth/Tongue/Clattis - note location in jaw: upper lower side other (describe) External: Unknown, gxternal Beak/Head/Neck Carapace/Plastron Front Thipper/Shoulder/Armpit Rear Flipper/Grofa/Yall	IDENTIFICATION CRITERIA Number of:
Was hook removed from this animal? Y / N / Unknown / Not Applicable Was animal entangled in gear? Y / N / Unknown How much gear (linear feet) was left on turtle when released?	Left Lateral Scutes Overlapping Scutes? Y / N / U Does Nuchal Scute Inframarginal Pores? Y / N / U Touch "Lateral Scute? Vertebral Scutes 1 Pair Prefrontal Scutes? Y / N / U Touch "Lateral Scute? U. Inframarginal Scutes Lacks Bony Shell? Y / N / U Y / N / U Y / N / U Scute? Lacks Bony Shell? Y / N / U Scute? Lacks Bony Shell? Y / N / U Scute? Lacks Bony Shell? Y / N / U Scute? Lacks Bony Shell? Y / N / U Scute? Lacks Bony Shell? Y / N / U Scute? Y / N / U Sc
Estimated carapace length (motch-to-tip straight line): □□□ ft (meeded only if turtle is not boated & measured) Figure 6 Turtle Life History (front)	Dorsal Coloration Black Cray-Green Other Other